

## Library Building Committee Minutes

Thursday, March 24, 2016

**Present:** Ted Avlas, Rena Klebart, Pamela Leduc, Ken Pizzetti, Andrew Jolda

Alicia Monks, Daedalus

Chris Genter, Oudens Ello

Matt Oudens, Oudens Ello

**Absent:** Amanda Grénier, Ray Travis

Meeting called to order 5:05 pm.

### **Approval of March 15 minutes:**

Andrew approves, Pam seconds, all in favor.

### **Approval of March 22 minutes**

Pam approves, Andrew seconds, all in favor.

### **Invoices:**

None

### **Schematic Design Discussion:**

After a review of the design presentation made to the Board of Selectman, agreed that a fact sheet would be prepared and distributed to clarify any misunderstandings about the project design and/or timeline. Also decided that Facebook and social media would be used to keep the public abreast of the project.

Specific questions surfaced about the design change from the design submitted with the grant application and preservation of historic elements of the Corbin library.

Every effort will be made to use select elements from the Corbin building. Also there will be a permanent exhibit of the old library. We are also required to maintain photo documentation of the library. The existing side plaque will be displayed in the new library.

Matt provided an update on design changes

- 1<sup>st</sup> floor
  - Relocate the elevator, moving it closer to the entrance to the children's area; simplifying after hours closure
  - Relocate collection stacks so that computer stations are more visible and easier to monitor
  - Shorten the circulation desk to 15-18'
  - Provide café style seating in the lobby

- Reverse the screen location in the meeting room to the long wall
- Flip the bathroom entrance so that the entrance now comes from the hallway
- 2<sup>nd</sup> floor
  - Increase size of Storytime area
  - Place elevator closer to the children's area
  - Provide a glass wall of the space designated for Tech Services, anticipating at some point additional staffing and allowing for greater flexibility
  - Provide a second floor Staff Bathroom
- General discussion
  - Utility pole; need to confirm if live wires and if wires service both cable and telephone. Kenny will contact Greg.
  - Electric transformer, suggest locating on Lake Street side
  - Fire alarm system, suggest locate on driveway side
  - Suggested both Greg and the fire and police will need to meet with Matt to go over options
- Materials
  - Some discussion about after hours closure materials, agreed that needed to be easy to set up and take down
  - Power, suggested that the power in the perimeter be through floor boxes; data hook up would be limited to e/commons, staff workroom, meeting room, Tech Services room
  - Power and lighting should be basic and require limited staff time/expertise
  - Considering laptop bar on the second floor surrounding the atrium space

Matt suggested a subcommittee be formed to review safety, lighting and power options.

**Schedule:**

No additional information. Alicia will present to the Board of Trustees at their April 6<sup>th</sup> meeting.

**Temporary Space:**

No additional information.

**Meeting Adjourned at 6:50 pm**

Next Meeting is scheduled for Tuesday, April 5<sup>th</sup>, 2016 at 7:00 pm in the Senior Center Meeting Room.

Rena Klebart

Chairperson, Library Building Committee